



## National Wildfire Coordinating Group Wildland Fire Education Working Team

November 13-15, 2006

**In attendance:** Rick Gibson, OR; John Owens, BLM; Catherine Hibbard, FWS;  
Germaine White, CSKT; Robin Hanford, TNC; Tina Boehle, NPS

**Guests in attendance:** Michelle Finch, OK; Deb Sweitzer, NPS; Ed Smith; University of Nevada; Shana Gillette, University of Colorado

**Handouts included:** updated roster, October conference call minutes, draft accomplishment report, budget 2006 and 2007, NWCG strategic plan and associated assignments, revised P301 statement of work.

**Third International Fire Ecology and Management Congress** – The NWCG WFEWT sponsored a session on communicating about wildland fire during the Congress. The session was well attended. Many thanks to Robin Hanford and John Owens for all the work they put in coordinating the session at the Congress.

**Accomplishment Report** - The working team reviewed the draft accomplishment report for FY 2006 and submitted changes.

*Action Item – Chair to finalize and submit report.*

**Budget 2006-2007** – The team reviewed the FY06 budget expenditures and the planned projects for FY 2007. The WFEWT has not received the final budget for FY07.

*Action Item – budget information will be forwarded to the team when available.*

**NWCG Strategic Plan** – The working team completed its assignments and submitted the plan information to Mike Wallace. The team's next assignment will be to develop a communications plan for the parent group regarding the new NWCG Strategic Plan.

*Action Item – The WFEWT will establish a task group for this assignment and ask for representation from IRM and PMS.*

**P301** – The task group working on this project did not select a contractor from the recent bid solicitation. There were no adequate bids received. The task group convened by telephone to discuss the statement of work and made some revisions. The working team reviewed the revised P301 statement of work. Any comments need to be sent to Maureen Brooks by 11/30.

*Action Item – Team to review and provide comments to Maureen by 11/29.*

**Communicators Guide** – the project to revise the Communicators Guide is nearing completion. It is expected the guide will be completed by the end of the year. This new version will be provided to the Symbols cache for distribution.

*Action Item – Review and discuss the distribution of the guide, appropriate uses/audiences, and announcement at the January meeting.*

**Fire Management Today** – We have an opportunity in 2008 to coordinate an issue of Fire Management Today. Maureen talked with Missy Frey who heads up this project and expressed an interest in the WFEWT coordinating an issue on Communicating about Wildland Fire. The team agreed to do the project and Catherine Hibbard will be the lead.

*Action Item – Maureen to follow up with staff of Fire Management Today.*

**Fire Prevention Education Teams** – Rick Gibson will lead an after action task group which will look at the first year of the teams being dispatched through the ROSS system. The group will report at the January meeting.

*Action Item: Rick will establish a task group to review this first year. An initial report will be ready for the January meeting.*

**Other FPET items:** The FPET Leader Handbook has been completed. There is still work to do on the web site for FPET.

*Action Item: Maureen will complete the web site work for FPET by Jan. 1.*

**January Meeting** - May be in Phoenix - the meeting is currently planned for the week of Jan. 22. WT chairs have been requested to be at the parent group meeting that week. We will try to coordinate our meeting around the parent group.

*Action Item: Maureen will confirm that the WT chairs are to be at the parent group meeting that week in Phoenix.*